OFFICE OF KNOWLEDGE, INFORMATION AND DATA SERVICES (KIDS)

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KSIS & More

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BEGINNING OF YEAR TRAINING

The Kentucky Beginning-of-Year (BOY) 2012-13 session will become available for registration on Infinite Campus University the week of July 16. The course will contain documentation, PowerPoint presentations and recorded WebEx sessions developed to assist districts in accurate data entry and reporting.

The session can be found here. After logging in, search the KY catalog for the session and click to register. There is no cost for the session.
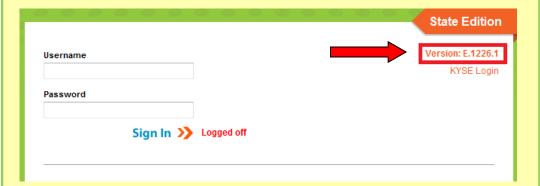
If you have questions, please e-mail Becky Jenkins here.

INFINITE CAMPUS RELEASE SCHEDULE 2012-13

The Kentucky Department of Education (KDE) will move to a monthly Infinite Campus release schedule for the 2012-13 academic year. Having consistent releases the second Wednesday of each month will allow schools and districts the ability to plan accordingly.

Release Number	Scheduled Production Release Dates
1230	Wednesday, August 8
1234	Wednesday, September 12
1238	Wednesday, October 10
1242	Wednesday, November 14
1246	Wednesday, December 12
1250	Wednesday, January 9

At 5 p.m. local time, on the date of each release, some down time should be expected during the update process.

⇒ The 'Release Number' is the Campus version number that can be found on the log-in page of each database (see screenshot below).

⇒ The 'Scheduled Production Release Date' is the day Campus production databases are updated to the most recent version of Campus.

Release notes can be found via the Campus Community and provide Infinite Campus users information on enhancements, modifications and regulated changes. Release notes are available prior to the production release. Both Infinite Campus and KDE encourage users to review release notes carefully and alert appropriate district staff to changes in the product.

♦ **Data Standards are being updated for the 2012-13 academic year. If there are recommendations you'd like considered, please submit these to kdedatarequest@education.ky.gov.**

♦ **Infinite Campus is releasing its new behavior module in the next release (E.1130). This is a significant change to Infinite Campus' core product. Users are encouraged to become familiar with the changes through available Campus Community training.**

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BEHAVIOR SUMMARY REPORT

Last week KDE posted 2011-12 district-level *Behavior Summary Reports*, and the reports can be viewed on KDE's Safe Schools website. These reports provide an aggregate level look at the Safe Schools data validated by districts in June.

The *Behavior Summary Report* has behavior incidents totaled by race, gender and grade level according to KRS 158.444.

⇒ **Incidents of Law or Board Violations that involve the following:**

- Violence and Assault
- Weapons
- Drugs
- Alcohol
- Harassment/Bullying

⇒ **Incidents that resulted in resolutions of the following:**

- SSP1 – Expulsion, Receiving Services
- SSP2 - Expulsion, Not Receiving Services
- SSP3 – Out of School Suspension
- SSP5 - Corporal Punishment

⇒ **Incidents that result in a legal sanction of one or more of the following:**

- Arrest
- Charges
- Civil proceedings

The report also has a breakdown of incidents that involve students with special needs and disadvantaged students (Socio-Economic Status).

For additional questions regarding your report or data, please contact Troy McGinnis at (502) 564-4772. The behavior data will be available for public reporting after July 31 via KDE's Open House and also provided to the Office of Education Accountability by August 30.

PROTECT PRIVACY

With one year closing and another rounding the corner, we need to remind ourselves of the need to protect privacy — yours as well as student and staff data.

There are a few things to keep in mind:

1. Make your log-in/password unique for work/school.

2. Use only your own unique log-in, and don't share log-in information with others even to allow a co-worker access to a program. Log-ins, roles and permission settings are meant to be private because users are allowed to access resources specific to their jobs and needs.

3. Keep your log-in and password in a secure location where others won't see it.

4. Lock your computer when you leave it, or just log off.

While these four tips seem common knowledge, we have all had an occasion when we thought, "Well, my friend needs to see this data, and her log-in won't work right now. I will just give her mine." This is actually a potential violation of federal law because the rights you have to see certain student/staff information may not be the same for your friend for reasons determined by your school district. Privacy and data security are vital to the trust parents and personnel put into each of our hands.

DID YOU KNOW? The Continuous Instructional Improvement System (CIITS) provides student data and teaching resources directly to teachers and principals when and where they most need it. Learn more here. Key Performance Indicators (KPIs) numbers are calculated from current enrollment; however, prior year data continues to be available, even after rollover to the new academic year.